

Enroll, Disenroll, Change Status Matrix

7/1/19

Step	FFS	Amerigroup	Iowa Total Care
Submit the enrollment request CCHH: This includes completing the PTAT form	Use the IMPA guide that outlines the steps to submit the enrollment request.	Submit the Health Home Notification Form via fax and complete the Health Information Portal (HIP) on www.availity.com	Complete the Iowa Health Home Notification Form via the Provider Portal. CCHH: Send Notification form and PTAT
CCHH only: Update enrollment status (Must be done no later than month 12)	Use the IMPA guide that outlines the steps to submit the enrollment request.	PTAT information should be entered via the Health Information Portal (HIP) on www.availity.com at least annually.	PTAT will be uploaded in to the member file via Provider Portal
Change enrollment status (Must be done when a tier change occurs)	Use the IMPA guide that outlines the steps to submit the enrollment request.	Submit the Health Home Notification Form via fax indicating the specific tier change.	Complete the Iowa Health Home Notification Form via the Provider Portal. CCHH: Send Notification form and PTAT
Change Health Home	Submit a disenroll request through IMPA and notify the other health home when this has been completed. The other provider may submit an enroll request the same day.	Submit the Health Home Notification Form via fax indicating a disenrollment. Notify the enrolling Health Home when this has been completed.	Complete the Iowa Health Home Notification Form via the Provider Portal.

Disenroll request	Use the IMPA guide that outlines the steps to submit the disenrollment request.	Submit the Health Home Notification Form via fax indicating a disenrollment.	Complete the Iowa Health Home Notification Form via the Provider Portal.
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